

Application for
Contractor Registration
Grade 1

Section A Type Of Application *Please indicate with an "X"*

New Application ☐

Three Year Renewal ☐ cidb registration number: _____

Section B About Your Enterprise

Name of Enterprise: _____

Trading as: _____

Type of Enterprise *Please indicate with an "X"*

Public Company ☐ Private Company ☐ Close Corporation ☐

Sole Proprietor ☐ Partnership ☐ Section 21 Company ☐ Other ☐ (Please specify): _____

Date Enterprise Registered: _____ Date operations started: _____

Company/ CC Registration Number: _____

Physical Address: _____ Postal Address: _____

_____ Code: _____ _____ Code: _____

Contact Person

Title: _____ Initials: _____ Surname: _____

Designation: _____ email: _____

Telephone: (____) _____ Fax: (____) _____ Cell: _____

Bank Details

Bank Name: _____ Branch Name: _____ Branch Code: _____

Account Holder's Name: _____ Account Number: _____

Account Type: *Please indicate with an "X"* Current ☐ Savings ☐ Cheque ☐ Other: specify _____

Principles and Ownership/Interest

Complete details for each principal in the Enterprise and attach copy of Identity Document for each. (See Section F: Checklist).

A principal is a partner in a partnership, a sole proprietor, a director in a company or a member of a close corporation. Black includes Africans, Indians and Coloureds.

Initials and Surname	Identity Number	RSA Citizen		Black		Gender		% of work time devoted to this enterprise	% of shares or interest held	% voting rights
		Y	N	Y	N	M	F			

Section C Registration As A Potentially Emerging Enterprise

"Emerging enterprise" means an enterprise which is owned, managed and controlled by previously disadvantaged persons and which is overcoming business impediments arising from the legacy of apartheid.

Management Decisions and Control

State the names of previously disadvantaged principals responsible for day to day decisions and indicate with an "X" which activities they are responsible for.

Name	Payment Authorization & Cheque signing	Signing & co-signing for loans	Acquisition of lines of credit	Sureties	Major purchases or acquisitions	Signing contracts	Supervision of personnel

Section D For Registration In Electrical Engineering

Do you possess a valid electrical contractor's license issued by the Electrical Contractor's Board of SA?

YES ☐ NO ☐

Attach certified copy of Electrical Contractor's License, issued in the name of the enterprise. (See Section F: Checklist)

Registration Number: _____ Expiry Date: _____

Section E Fees Payable

Code	Class of Construction Works	Fees Payable	Please Mark
GB	General Building	R 450.00	<input type="checkbox"/>
CE	Civil Engineering	R 450.00	<input type="checkbox"/>
EE	Electrical Engineering	R 450.00	<input type="checkbox"/>
ME	Mechanical Engineering	R 450.00	<input type="checkbox"/>
SA	Alarms, security & access control systems	R 450.00	<input type="checkbox"/>
SB	Asphalt works (supply & lay)	R 450.00	<input type="checkbox"/>
SC	Building Excavations, shaft sinking, lateral earth support	R 450.00	<input type="checkbox"/>
SD	Corrosion protection(cathodic, anodic & electrolytic)	R 450.00	<input type="checkbox"/>
SE	Demolition and blasting	R 450.00	<input type="checkbox"/>
SF	Fire prevention & protection systems	R 450.00	<input type="checkbox"/>
SG	Glazing, curtain walls & shop fronts	R 450.00	<input type="checkbox"/>
SH	Landscaping, irrigation & horticultural works	R 450.00	<input type="checkbox"/>
SI	Lifts, escalators & travellers (installation, commissioning & maintenance)	R 450.00	<input type="checkbox"/>
SJ	Piling & specialised foundations for buildings & structures	R 450.00	<input type="checkbox"/>
SK	Road markings & signage	R 450.00	<input type="checkbox"/>
SL	Structural steelwork fabrication & erection	R 450.00	<input type="checkbox"/>
SM	Timber buildings & structures	R 450.00	<input type="checkbox"/>
SN	Waterproofing of basements, roofs & walls using specialist systems	R 450.00	<input type="checkbox"/>
SO	Water supply & drainage for buildings (wet services, Plumbing)	R 450.00	<input type="checkbox"/>

Total fees payable:

R _____

How are you paying?

☐ Cash Deposit *

☐ Credit / Debit Card

☐ Electronic Funds Transfer

cidb Account Details

Bank: Standard Bank

Branch : Menlyn

Account Type : Current Account

Account Number: 03 224 3464

Branch Code: 01-23-45-15

Account Name: Construction Industry Development Board NO.2

* Please note that the cidb does not accept cash payments. Cash deposits may be transferred into this cidb account

Section F Checklist For Supporting Documentation

Please provide the following supporting documentation

- For Company/ Close Corporation: Certificate of Incorporation & most recent name change.
Company: Shareholder certificates
- For Trusts: a copy of the trust deed
- Attach certified copies of Identity documents for a maximum of 20 principals. Use separate list, if necessary
- Attach certified copy of Electrical Contractor's License issued in the name of the enterprise (for electrical class of works only)
- Attach proof of Payment of fees
- Attach original valid Tax Clearance Certificate

Supplied by
Contractor

☐
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Received
(OFFICE USE ONLY)

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Note: Registration is valid for a period of three years. Please notify the **cidb** of any change of your particulars. Incomplete applications result in delays in processing. Applications without relevant supporting documentation will not be processed.

Section G

I, the undersigned, hereby authorise the **cidb** to publicly display my contractor grading designation, and declare that:

- I am duly authorized to sign this application on behalf of the enterprise; the information furnished, as well as all documentation submitted in support of this application, is true and correct in every respect; and have been lawfully obtained;
- The enterprise will abide by the Code of Conduct for All Parties Engaged in Construction Procurement, as published by the **cidb** in the Government Gazette no. 25656 of 2003. (Also available at: www.cidb.org.za);
- Neither the name of the enterprise or the name of any partner, member, director, manager or person, who wholly or partly exercises, or may exercise, control over the enterprise, appears on the Register of Tender Defaulters established in terms of the Prevention and Combating of Corrupt Activities Act of 2004;
- No partner, member, director, manger or other person, who wholly or partly exercises, or may exercise, control over the enterprise, has within the last five years been convicted of fraud or corruption;

Enterprise Name: _____

Signature : _____ Date: _____

Designation : _____ Print Name : _____

Please complete SECTION F: Checklist above

cidb Construction Contact Centre's (CCC's)

Western Cape

140 Long Street, Cnr Long and
Dorp Street, Cape Town
Tel: 0861 927 222
Fax: 086 674 0293

Kwazulu Natal

Department of Public Works
428 Blink Bonnie Road, Mayville, Durban
Tel: 0861 596 222
Fax: 086 685 602

Eastern Cape

Department of Public Works
Independent Avenue, Bisho
Tel: 0861 222 327,
Fax: 086 674 2908

Gauteng

Blocks N & R, SABS Campus,
2 Dr Lategan Road, Groenkloof, Pretoria
Tel: 0861 428 222
Fax: 086 680 8569

cidb Helpdesks

Limpopo

78 Hans Van Rensburg Street 1st Floor, Old Mutual Building Room 109, Polokwane, 0700, Tel (015) 293 8038

Mpumalanga

30 Brown Street, 9th Floor, Nedbank Building Nelspruit, Tel: 013 753 6300, Fax: 013 755 1705.

Free State

14 Elizabeth Street, 4th Floor, Room 408, Civilia Building, Bloemfontein, Tel: 051 409 8559, Fax: 051 400 8872

Northern Cape

23 Market Street, Old Magistrates Court, Kimberley, Tel: 053 838 5200

North West

Department of Public Works, West Gallery, 1st Floor, University Drive, Megacity Complex, Mmabatho, Tel: 018 - 384 9331, Fax: 018 - 384 1386

Eastern Cape

Department of Public Works, Old Ford House Bldg, Cnr Albany & Westbourne Central, Port Elizabeth